

BPA Policy 440-93

BPA Art Collection and

Guidelines for Cultural Displays

Workplace Services, Equipment and Facilities

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440-93.1.1 Purpose & Background

BPA's art collection includes pieces produced by local artists. They were and are acquired to provide a stimulating work environment, to advance an image of corporate excellence, and to develop and support employees' understanding and appreciation of art, creativity, and cultural diversity.

At times, privately owned art collections may be displayed at BPA facilities. This policy sets forth guidance for employees to request displays of private artwork or collections.

For 'major' facilities projects this policy establishes the criteria by which the projects will be evaluated for a dedicated arts budget.

Note: This policy does not address display of art or decorations within an employee's personal workstation. See the [Workplace Services](#) intranet web page for information on displays and decorations.

440-93.2.1 Policy Owner

The Chief Administrative Officer has overall responsibility for this policy. Managers for Workplace Services Services, Facilities Operations and Maintenance and Civil Rights & Equal Employment Opportunity (EEO) shall implement the policy and guidelines.

440-93.3.1 Applicability

All BPA employees.

440-93.4.1 Terms & Definitions

None.

440-93.5.1 Policy

A. **BPA's official art collection** is displayed primarily at Portland Headquarters, with some items at both the Ross Complex and regional field sites.

1. Items are generally stationary with the exception of the quinquennial rotation program; the last such rotation occurred in FY15, the next shall occur in FY20, FY25, etc.

2. The Asset Center Representative (ACR) is responsible for accounting for each piece of the official art collection annually.

B. **New pieces** shall be acquired with a mindfulness of the purpose as established by this policy.

1. Acquisition of original art will be limited to the work of Northwest artists who are recognized as professionals.

2. This precludes acquiring the work of amateurs unless they are widely acclaimed as having outstanding talent.

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3. Consideration will be given to all artistic styles and media.
4. Purchases will be made with permanence, lasting value, and investment potential in mind.
5. Each piece must be free of any potentially offensive sexual, political, religious, violent, or antisocial elements.

- C. **In keeping with the intent of State and Federal Law** for new construction or major renovation of installations with greater than 10 employees stationed, not less than 1% of the building project's total estimated construction cost shall be dedicated to the commissioning or purchase of existing art to adorn the space.
- D. **In keeping with BPA diversity themes** and traditional, culturally focused celebrations, BPA provides opportunities for display of private collections or significant memorabilia.
- E. **An Art Committee**, at the discretion of the CAO and/or ACR, can be convened and disbanded on an as-needed basis to address issues of major maintenance, coordinating displays of outside art, and/or purchase of new art to augment the current collection.

440-93.6.1 Policy Exceptions

None

440-93.7.1 Responsibilities

- A. **Workplace Services - Services:** Maintains BPA's Art Collection, and catalogues information regarding the history of each piece. Maintains the budget for cleaning, repairing and maintaining BPA's Art Collection. Workplace Services collaborates with the Civil Rights and EEO Manager for planning and placement of culturally specific displays.
- B. **Facilities Operations and Maintenance:** Reviews all requests for set-up and placement of art, assesses space requirements, and then coordinates the location, placement and removal of art pieces.
- C. **Workplace Services – Planning and Projects:** Works with Services on projects meeting criteria in 1001.5.C to ensure compliance with this policy.
- D. **Civil Rights and EEO:** Maintains a budget for developing culturally diverse art displays.
- E. **BPA Library:** manages online catalog of BPA corporate art collection.

440-93.8.1 Standards & Procedures

- A. To request relocation of a specific art piece, submit BPA Form 1400.04e to [Facilities Operations and Maintenance for HQ and Van Mall](#) or [The Facility Operations Call Center for Ross Complex](#).
- B. To request display of privately owned art for public viewing in the workplace (such as culturally diverse art or artifacts, or commemorative pieces), contact the Civil Rights and EEO Manager for content review and clearance. Once approved for placement, contact

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Workplace Services, Facilities Operations and Maintenance, to coordinate installation and display.

440-93.9.1 Performance & Monitoring

None.

440-93.10.1 Authorities & References

GSA Art in Architecture Program

Montana Code Annotated (MCA) 22-2-404

Oregon Revised Statute (ORS) 276.075

Revised Code of Washington (RCW) 43.46.090

440-93.11.1 Review

This policy is scheduled for review in 2020.

440-93.12.1 Revision History

Version	Issue Date	Description of Change
2	03-19-15	Migration of content to new policy format.

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